



CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

Senior Sanitary Engineer

Final File Date: **April 15, 2013**










Bulletin Release Date: **MARCH 13, 2013**

OPEN ONLY

HY60 -3822 3H114






California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

EXAMINATION TYPE	This is an open examination. Applications for this examination will not be accepted on a promotional basis. Career credits will not be granted.
WHO SHOULD APPLY	Persons who meet the minimum qualifications (entrance requirements) as stated on this announcement may take this examination which is competitive.
HOW TO APPLY	<p>To learn more about the job and testing arrangements, contact the testing office shown below. Applications are available at http://jobs.ca.gov/pdf/std678.pdf. Applications may be filed in person or by mail with:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Mailing Address: California Department of Public Health Selection & Certification Unit MS 1700-1702 P.O. Box 997378 Sacramento, CA 95899-7378</p> </div> <div style="width: 45%;"> <p>File in Person Address: California Department of Public Health Selection & Certification Unit 1501 Capitol Avenue, Suite 71.1501 Sacramento, CA 95814 Telephone: (916) 319-9759</p> </div> </div> <p><i>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD OR THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES. ALSO, THE DEPARTMENT OF PUBLIC HEALTH WILL NOT ACCEPT APPLICATIONS SENT ONLINE, VIA INTER-AGENCY MAIL OR FAX.</i></p>
FINAL FILING DATE	Applications (Form STD. 678) and responses to the supplemental items must be submitted by April 15, 2013 , the final filing date. Applications and/or supplemental responses postmarked, personally delivered, or received via interoffice mail after the filing deadline will not be accepted.
SPECIAL TESTING INFORMATION	If you have a disability that requires accommodation, mark the appropriate box on the application Form STD. 678. You will be contacted to make specific arrangements.
SALARY RANGE(S)	\$7377 - \$8965 per month.
EMPLOYEE BENEFITS	<p>In addition to the salary listed above, the California Department of Public Health offers benefits in the following areas:</p> <ul style="list-style-type: none">  Health, Dental, and Vision  Cash Benefit Programs  Disability Insurance  Work, Home, and Family  Beneficiary and Survivor Benefits  Awards  Retirement and Separation Benefits  Flexible Schedules  Public Transit Reimbursement (limits apply) <p>A complete list of all benefits may be viewed at http://www.calhr.ca.gov/employees/Pages/salary-and-benefits.aspx</p>
POSITION DESCRIPTION	<p>The Senior Sanitary Engineer is either (1) the supervisor of a district of the State, (2) the supervisor of a small group of lower level engineers involved in major sanitary engineering projects, or (3) a staff specialist assigned to perform sensitive and complex sanitary engineering studies which are highly technical and of limited duration.</p> <p>Positions exist with the California Department of Public Health Statewide in the following counties: Shasta, Sonoma, Contra Costa, Sacramento, Monterey, San Joaquin, Fresno, Kern, San Bernardino, San Diego, Los Angeles, Orange, and Santa Barbara.</p>

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement by April 15, 2013, the final filing date. Your signature on your application indicates that you have <u>read</u>, <u>understood</u>, and <u>possess</u> the basic qualifications required.</p> <p>NOTE: Applications/resumes must include “to” and “from” dates (month/day/year), time base, civil service class title(s), and range (if applicable) for all work experience. College course information must include title, semester or quarter units, name of institution, completion dates, and degree (if applicable). Applications/resumes received without this information will be rejected. A copy of your official degree and transcripts may assist in the evaluation of your qualifications as it relates to meeting the education requirements for this examination.</p>
MINIMUM QUALIFICATIONS	<p>Qualifying experience may be combined on a proportionate basis if the following requirements include more than one pattern and are distinguished as either I, or II, or III, etc.</p> <p>Possession of a valid certificate of registration as a professional engineer issued by the California State Board of Registration for Professional Engineers. (Applicants who are not registered professional engineers will be admitted to the examination but they must secure the certificate of registration before they will be considered for appointment.) and</p> <p>Either I Two years of experience performing the duties of an Associate Sanitary Engineer in the California state service.</p> <p>Or II Experience: Four years of increasingly responsible sanitary or public health engineering experience in the health department of a government agency, two years of which must have been comparable in type and level to that of an Associate Sanitary Engineer in the California state service. (Possession of a Doctoral Degree in Environmental, Sanitary or Chemical Engineering may be substituted for two years of the required general experience; possession of a Master's Degree in Environmental, Sanitary, or Chemical Engineering may be substituted for one year of the required general experience.) and</p> <p>Education: Equivalent to graduation from college with major work in sanitary, chemical, or environmental engineering; or civil engineering with an option in sanitary, environmental or water resources engineering. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)</p>
GENERAL QUALIFICATIONS	<p>In addition to the scope defined on this announcement, candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.</p>
EXAMINATION INFORMATION	<p>The examination will consist of a Supplemental Application that is weighted 100%. Applicants are required to respond to five supplemental items, which you will find via a link on the fourth page of this bulletin. These supplemental items are designed to identify job achievement in specific areas that demonstrates ability to successfully perform at the Senior Sanitary Engineer level. Responses to the supplemental items will be assessed based on predetermined job-related rating criteria. In appraising the relative qualifications of candidates, consideration will be given to the extent and type of pertinent experience and education over and above that required under the minimum qualifications.</p> <p>The California Department of Public Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.</p>
EXAMINATION SCOPE	<p>In addition to evaluating the candidate’s relative abilities as demonstrated by quality and breadth of experience, emphasis will be placed on measuring, relative to job demands, each competitor’s:</p> <p>Knowledge of:</p> <ol style="list-style-type: none"> 1. Knowledge of established Departmental administrative procedures. 2. Knowledge of established Departmental personnel management procedures. 3. Knowledge of public health and sanitary engineering principles and practices on water supply, treatment, operation, design criteria, and construction. 4. Knowledge of public health and sanitary engineering principles and practices on wastewater reclamation and treatment.

	<ol style="list-style-type: none"> 5. Knowledge of public health and sanitary engineering principles and practices on water treatment. 6. Knowledge of public health and sanitary engineering principles on operation, design criteria and construction. 7. Knowledge of computer applications to prepare correspondence, reports, and documents. 8. Knowledge of applicable laws, regulations, policies, guidance and standards for drinking water quality. 9. Knowledge of applicable laws, regulations, policies, guidance and standards for wastewater reclamation. 10. Knowledge of applicable laws, regulations, policies, guidance and standards for groundwater recharge. 11. Knowledge of calibration, use, maintenance and interpretation of the results of field analytical tools. 12. Knowledge of appropriate procedures for the inspection of a water treatment facility. 13. Knowledge of standardized emergency management and response practices necessary to assist public water systems to recover from disaster events. 14. Knowledge of the generic differences among statutes, regulations, policies, and guidance documents in terms of intent, implementation, and enforcement to communicate with with others and appropriately implement them. <p>Ability to:</p> <ol style="list-style-type: none"> 1. Ability to train personnel on technical knowledge required to carry out unit assignments. 2. Ability to coordinate and implement complex solutions. 3. Ability to interpret complex graphs, charts, and tables. 4. Ability to interpret complex technical, scientific, and statistical data. 5. Ability to organize material clearly and comprehensively to prepare reports, summaries, and correspondence. 6. Ability to understand and respond to complex situations (e.g. noncompliance with regulations, public health emergencies, and coordination difficulties with other state and local agencies). 7. Ability to understand and interpret drinking water related statutes (e.g. State and Federal Safe Drinking Water Acts). 8. Ability to understand and interpret wastewater/recycled water related statutes (e.g. Federal Clean Water Act, California Water Code). 9. Ability to interpret the intent of legislation. 10. Ability to analyze data from a variety of sources (e.g. Emergency Plan of Action). 11. Ability to develop and maintain effective and cooperative relationships in the course of work (e.g. coworkers, the public, and government agencies). 12. Ability to prepare and present oral presentations with visual aides at trainings, public meetings, hearings, and conferences. 13. Ability to interpret and communicate the laws, regulations, and policies to staff, drinking water utilities, and other agencies. 14. Ability to communicate with stakeholders, individually or as a group, to explain Department actions, obtain input, and reach resolution on contentious issues. 15. Ability to interpret the results of field analytical tools. 16. Ability to implement and enforce the laws and regulations.
<p>SUPPLEMENTAL APPLICATION INSTRUCTIONS</p>	<p>Each applicant for this examination must complete and submit his/her responses to all five supplemental items. Supplemental responses and your application must be postmarked or personally delivered by April 15, 2013, the final filing date. Applications received without responses to the supplemental items <u>will be rejected</u>.</p> <p>INSTRUCTIONS: When responding to the supplemental items, please follow these guidelines:</p> <ul style="list-style-type: none">  Your responses must be typewritten or generated by word processing on 8½" X 11" paper.  Responses must be typed in 12 pt., Arial font.  Your responses must be limited to two pages per item.  Identify each page with your full name.  Make sure your responses are complete, specific, clear, and concise.

	<ul style="list-style-type: none">  Answer each numbered item separately indicating the corresponding item number for each response. (You may include multiple responses on a single page.)  Include place of employment, pertinent dates, duties performed, etc., when responding to items.  In the event that one particular job contained responsibilities applicable to several items, separate the different functions of the job in order to respond to all items completely. <p>NOTE: Resumes, letters, and other materials will not be evaluated or considered as responses to the supplemental items.</p>
SUPPLEMENTAL ITEMS	Click here for the Supplemental Application
ELIGIBLE LIST INFORMATION	<p>Possession of the entrance requirements does not assure a place on the eligible list. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. A departmental open list will be established for use by the department(s) listed on this announcement. The list will expire 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.</p> <p>Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first.</p>
VETERANS PREFERENCE	Veterans preference credits will not be granted in this examination since it does not qualify as an entrance examination.
TELECOMMUNICATIONS DEVICE FOR THE DEAF	<p>The California Relay (Telephone) Service for the deaf or hearing impaired:</p> <p>MCI from TDD: 1-800-735-2929 MCI from voice telephone: 1-800-735-2922 Sprint from TDD: 1-888-877-5378 Sprint from voice telephone: 1-888-877-5379</p> <p>TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.</p>